

BURGESS AND COMMISSIONERS OF MIDDLETOWN MARYLAND

TOWN MEETING MINUTES

TOWN MEETING

October 10, 2022

The meeting of the Burgess and Commissioners of Middletown was called to order on October 10, 2022, by Burgess Miller at 7:00 p.m. Present were Commissioners Jennifer Falcinelli, Rick Dietrick, Christopher Goodman, and Jean LaPadula. Commissioner Kevin Stottlemyer was present via Lifesize.

PUBLIC COMMENT: Ryan and Whitney Kline, 313 West Main: Mr. Kline addressed that he received a ticket violation for parking in the employee parking space on Green Street at the Willow Street town garage. He stated that a neighbor has six or seven vehicles that take up too many parking spots and sometimes sit in those spots for weeks. Drew Bowen, Town Administrator stated that those residents have been ticketed and towed in the past. Mr. and Mrs. Kline are also concerned about their children's safety. Burgess Miller suggested that Mr. Kline call into the office when he sees an issue and the deputies will be contacted.

Jerry Donald, Frederick County Council member, stated that the Middletown Library should be completed in about a year. He also stated that park renovations have been completed. He stated that there have been some complaints concerning the traffic from Summer's Farm effecting Middletown. He stated that there may be a need for possible signage for the flow of traffic. He also stated that there is a Wedding Venue (Seven Ponds) that can accommodate 300 guests that might also cause traffic issues in Middletown.

Megan LeRoux stated that she is running for Clerk of the Court for Frederick County and has twenty years of legal experience and 15 years of courthouse experience.

Bonnie Nicholson stated that she is running again for re-election as the Orphans Court Judge position and has thirty years' experience as state employee and has been a Delegate to the Central Labor Board.

Marvin Schwabb stated that he is running for the Orphans Court Judge position as well and has many years' experience with the State Of Maryland, once owned a Property and Casualty insurance company and currently runs a jewelry business with his wife.

PERSONAL REQUESTS FOR AGENDA: None.

CONSENT AGENDA:

- **Budget Amendment 22-09 – New Banner for Heritage Park** – This is a new banner to hang on the outside wall of 100 West Main Street during the holiday season. The cost of this new banner will be covered using highway user revenue funds.
- **Town Meeting Minutes**
 - *September 26, 2022 – Town Meeting*

Motion: Commissioner Falcinelli motioned to approve the consent agenda as presented. Seconded by Commissioner Goodman. Motion approved (5-0).

UNFINISHED BUSINESS:

Resolution 22-05: Increasing the Improvement Fee from \$7,000 to \$12,000 per EDU – The Town Board understands that it must review and decide actions it needs to take to fund future CIP projects. To look for a balanced plan that identifies expenses to cut/reduce and identifies ways to increase revenue. There was previous discussion regarding increasing the town’s improvement fee by \$5000.00. A public hearing regarding this increase was held October 6, 2022. Justification for the increase includes not only addressing inflationary costs for items, but also financially planning to meet future CIP expenses. This is one piece of the Town’s bigger plan of fiscal responsibility.

Motion: Commissioner Falcinelli motioned to approve Resolution 22-05; Increasing of the Improvement Fee as presented. Seconded by Commissioner LaPadula. Motion approved (5-0).

Request for Cancellation of the 99 Year Lease – Central Maryland Heritage League Property – 200 West Main Street: In May 2006 the Town entered into a 99-year lease agreement with the Central Maryland Heritage League the southern ½ portion of the property at 200 West Main Street to construct a parking lot. After the lease was enacted, it was determined that the cost of the construction of the parking lot did not benefit the Town but 2 additional parking spaces. There has been no action by the Town to build the parking lot. The current property owner has contacted the Town requesting the contract be terminated. The Town Administrator previously sent the Town Board the costs for maintenance of that area. It was suggested that perhaps the Town should look at possible pervious parking options for that location. The DPW stated that costs for parking using pervious materials will be pricey.

Bob Smart, of 7525 Coblentz Road, via Lifesize, stated that the lease is not necessary.

Mark Boggs, of 200 W Main Street, via Lifesize stated will maintain the property of 200 West Main Street and will continue to coordinate with Main Street Middletown and the Town of Middletown with any future endeavors.

Motion: Commissioner Dietrick motioned to approve the request for cancellation of the 99-year lease from the Central Maryland Heritage League property on 200 West Main Street as presented. Seconded by Commissioner Goodman. Motion approved (5-0).

South Jefferson Street Traffic & Parking Concerns – Director of Public Works (DPW) Review – A resident has written the Town Board regarding safety concerns over the parking situation on South Jefferson Street. This is the oldest street in Middletown and is very narrow. The section of South Jefferson under discussion is a two-way section with on-street parking so driving is hazardous. Those residents exiting their driveways have extremely limited visibility. The DPW was asked to review the issues and offer practical solutions. There was discussion regarding making South Jefferson Street a one-way street that will help with speeding issues and add parking spaces. The Board decided that there needs to be Public Education on this issue. Commissioner LaPadula suggested sending a draft of the one-way street proposal to the residents and residents on Washington Street as well. Burgess Miller stated that there needs to be a workshop that the residents can attend to address any concerns that they may have. The Proposal will be sent out so that residents can attend the November 3rd Town Workshop.

Chris Johnson, 34 Boileau Court, stated that motorists get off on 17 and come down South Jefferson Street in the evening and run the stop sign at the Laundromat. Commissioner Goodman stated that the sign is not squared up at that location.

Jodi Spear, 111 South Jefferson Street, stated that we will gain more parking spaces if it is changed to a One-way Street.

Brent Kopp, 107 South Jefferson Street, stated concerns about Church Street and Main Street will both have traffic backup issues, but agrees with the 1st proposal for the One-Way Street.

Appointments to Planning Commission Temporary Alternate: The two candidates are Arthur Robinson and Lori Summers. Burgess Miller recommended that Lori Summers be appointed to the position.

Motion: Commissioner LaPadula approved the motion to appoint Lori Summers as the Temporary Alternate to the Planning Commission. Jennifer Falcinelli seconded the motion. Motion approved (5-0).

REPORT OF COMMITTEES:

WATER & SEWER – Commissioner Falcinelli:

Their meeting occurred in September at the Water Tower. The Reed Bed Sludge removal was completed, and the total prior was \$85,000 for removal and that the staff helped with the removal this year and it only cost \$24,000. Commissioner Falcinelli was impressed with the new SCADA system, which allows staff to be able to see water levels on their phone or I pad. MDE took some samples of the treated water, but we do not have the results yet. The staff is continuing to work on the I & I project from Walnut Street to South Jefferson Street. They are also continuing to work on the Water Resource Element.

PUBLIC WORKS – Commissioner Dietrick reported:

He recommends that there is no confetti allowed for the Heritage Parade next year due to the extra cleanup that was needed. He asked Burgess Miller to send an email to Jennifer Ross regarding this issue. The Banner was changed out on Main Street. There was a new light switch put in Memorial Park. The water line is continuing to be replaced on Washington Street. The employees have completed maintenance on the Town trucks, which has saved the Town money. He also wanted to advise to make sure that the new employees are attending the new trainings.

SUSTAINABILITY – Commissioner Stottlemyer reported:

The recycling day was a success; 254 gallons of paint were collected along with metal and textiles. There is going to be another event for electronics to be disposed of in the future. The Town received a \$4,200.00 grant for tree planting.

PLANNING COMMISSION – Commissioner LaPadula reported:

The workshop will be held Wednesday, October 12, 2022. The Planning commission meeting will be held Monday, October 17, 2022. Agenda items include the Hollow Creek Professional Center Improvement Plans, Memorial Hall Site Plan, Comp plans, continued discussion on the sign revisions, and the Municipal Growth Element. Also, there is possibility for a duplex or apartments on Green Street.

PARKS AND REC. COMMITTEE – Commissioner Goodman reported:

The pickle ball court plans are coming along. There will be 6 courts. They are going to get an estimate to have the fence for the courts all the way across to catch balls to avoid them going any further. The pickle ball court project should be completed in June or July of 2023. There is also a discussion considering lights at the courts as well.

PUBLIC INFORMATION – Commissioner Falcinelli reported:

In August, the top five town website pages visited were 1. Middletown Events, 2. Water & Sewer, 3. Business Directory, 4. Parks and 5. Town Government. She also stated that it is important for residents to continue to receive Robo calls, check information on our Town website, and the Town's Facebook page as well.

NEW BUSINESS:

Resolution 22-06 – Adoption of the Frederick County Hazardous Mitigation & Climate Adaptation Plan: A Hazard Mitigation Planning Committee (HMPC), composed of various county agencies and representatives from Frederick County, the City of Frederick and the town of Brunswick, Burkittsville, Emmitsburg, Middletown, Mount Airy, Myersville, New Market, Rosemont, Thurmont, Woodboro, and Walkersville was convened in order to study the risks from vulnerabilities to natural hazards, and to make recommendations for mitigating the effects of such hazards on Frederick County and its municipalities. A request for proposals was issued to hire an experienced consulting firm to work with HMPC to update a comprehensive hazard mitigation plan for Frederick County. The efforts of the HMPC members and the consulting firm of Dewberry, in consultation with members of the county's public, private and non-profit sectors, have resulted in an update of the Frederick County Hazardous Mitigation and Climate Adaptation Plan including the Town of Middletown.

Motion: Commissioner Jean LaPadula motioned to approve Resolution 22-06. Commissioner Goodman seconded the motion. Motion approved (5-0).

Water Sewer Rate Increase – At the August 22, 2022, Town Board meeting the Water/Sewer Operating budgets were reviewed. Discussion began on the need for a potential 3% water/sewer rate increase to cover the daily operations costs of the water and sewer plants including inflation costs. Smaller planned rate increases will be easier for households to adjust to. The Town Board will present a proposal for residents to reference to. The Town Board agreed to schedule a public hearing at the first Town Board workshop in December to get the Town residents comments on the subject. The Town residents will also be able to attend the meeting via Lifesize or send an email with their concerns. The public hearing needs to be completed before any increases can be made.

Discussion of Public Funds Money Rate Savings Account – Truist – Drew Bowen, Town Administrator is going to research the rates with other banks and have a report of those rates ready for the December Workshop.

Discussion of Community Deputy Program – The Town Board discussed reducing the current number of deputies from three to two and to possibly have Officers of less seniority. Commissioner Jennifer Falcinelli questioned what we would be saving and wants to know the county cost per capita and the town cost per capita. Burgess Miller stated that he would like the questions sent in an email. Drew Bowen, Town Administrator stated that he would like to see the numbers as well. Commissioner Dietrick stated that he has seen Deputy McCarrick pulling people over a good bit. Commissioner Dietrick is concerned about what the town will give up if we reduce two deputies. The Town needs to inform the Sheriff's Department about their decision by January 30th, 2023.

PUBLIC COMMENTS: Chris Johnson, 34 Boileau Ct, stated that we should not focus on the police per capita and focus on the crime per capita.

ANNOUNCEMENTS:

- *Scarecrow March Down Main – Saturday, October 15, 2022*
- *Tree Planting Event – Friday, October 21, 2022*
- *Middletown Lions Club Halloween Parade – Saturday, October 29, 2022*

Meeting adjourned at 8:44 PM.

Respectfully submitted,

Jen Rhinaman,
Town Receptionist